

Library Extra general terms of use

Eligibility

You must be a registered library customer and be at least 16 years old at the time of registration.

You can register to use Library Extra if:

- your account is in current use; your account balance is less than £5 with no account restriction
- you do not have either a current library ban, or are unlikely to be banned

If, during the period of Library Extra membership your account balance rises above £5, your use of Library Extra will be suspended until the amount is reduced to below this threshold.

We reserve the right to refuse membership if a user does not follow the acceptable use policy.

Acceptable use

- The use of the library building out of hours is strictly at your own discretion. You accept that the library will be unmanned.
- A phone will be available for any kind of emergency problem; however, there will be no first aid facilities available.
- You must be a registered member to use Library Extra. You must not let anyone else use your card to access the building.
- Users under 16 are welcome to use Library Extra if accompanied by a registered user. Only assistance dogs may be brought into the library.
- You must treat the library building, its rooms and contents, and other customers with respect always. We will not tolerate irresponsible, noisy, or anti-social behaviour.
- You may use internet computers for up to 1 hour a day (this includes staffed and Library Extra hours). However, extra time can often be given, but this must be arranged with staff before the start of Library Extra hours.
- If you use your own computer device in the library, you will only use it for lawful purposes and you undertake not to access materials that anyone could construe as offensive or illegal.
- Any item taken from the library in Library Extra mode must be issued to your card through the self-service kiosks.
- Any hire items must be paid for at the time of borrowing them through the self-service kiosks.
- You must comply with all the Byelaws, which are incorporated into these Terms of Use by reference. You must not smoke, bring in or drink alcohol, illegal substances, electronic cigarettes, or anything that could be deemed a weapon.
- CCTV cameras are in place for your peace of mind and safety. CCTV images will be used to help ensure the Terms of Use are complied with and you give your express consent to the recording and retention of such images when you join Library Extra.
- In the event of any issues which threaten either your personal safety or that of any other users of the premises and its contents, as well as the premises and contents themselves, you must use all reasonable efforts to make an emergency call to the numbers displayed at the emergency phone.
- You will be asked to agree to the full Terms of Use when you register for the Library Extra service. A member of staff will provide an induction before you will be authorised to use the system.